

RUPERT J. SMITH LAW LIBRARY

Minutes June, 2016

Present: Charles A. Schwab, Chairman
James Wilder, Trustee
James T. Walker, Esquire, Trustee
Johnathan Ferguson, Trustee
Paula Lewis, Trustee
Nora Everlove, Librarian

I. MEETING CALLED TO ORDER:

II. Trustee, Paula Lewis, calls the meeting to order. Above Trustees present at meeting. Chairman running a few minutes late.

III. MINUTES:

Minutes for the April 18, 2016 meeting were presented for review and approval. Trustee James Walker moves for motion to approve minutes.

IV. MOTIONS:

Trustee James Walker Motions to approve the April, 2016 minutes. Trustee James Wilder seconds the Motion and the Motion is unanimously carried.

Trustee James Walker Motions to approve the Financial Report of April 30, 2016. Trustee James Wilder seconds the Motion and the Motion is unanimously carried.

Trustee James Walker Motions to get a report on budget amendment to be presented at the next meeting. Trustee Johnathan Ferguson seconds the Motion and the Motion is unanimously carried.

V. DISCUSSION POINTS:

Minutes

New Business - Librarian Report/Financial/ Budget Amendment

New Business - Attendance Statistics

New Business - Proposed 10 year plan - goals and strategies

New Business - Web Host

New Business - COSA Presentations

Old Business - Computer Issues

Old Business - CLE Seminars

Old Business - Florida Rural Legal Services Workshop

Old Business - School Program
Old Business - Issues with doors and cameras
Old Business - Continued issues with patron, Michael Grant

VI. NEW BUSINESS

Librarian Report including Financial Report

Revenues are down, Nora will prepare a new “budget” showing cuts due to deficit and present at the next meeting. She will also come up with a plan for the purchase of new computers.

Should any Trustee have additional suggestions then that would be the time to bring them forth or any suggestions can be emailed to her. Current Revenues are \$305,000.00 compared to last year of \$332,000.00 in 2011 they were \$363,000.00. Part of the reasoning could be the disbanded traffic units which a portion of our Revenues were from traffic tickets.

The Trustees will discuss at the next meeting what the bottom line should be for the new budget. Also, it should be discussed as to whether the Rosser Road Facility should be put in this year’s budget due to a tentative opening date mid to late 2017. Will there be funding for staffing, capital expenses, monthly expenses and so on. Nora believes this will not have an impact on us.

Attendance Statistics:

Nora Everlove states that is up 25% more than last year. It shows the Attorney vs General public ratio is 79%/21%. It is noted that the majority of the patrons on Sundays are pro se litigants.

PROPOSED 10 YEAR PLAN:

Discussion of the working copy of the 10 year which was based on Connecticut’s plan, largely a statement of goals and strategies to achieve them. The Trustees along with Nora will present additions and/or corrections to help improve by the next meeting. The following were discussion points:

- Building up the facility in S. County “maintain adequate funding for the collection of the staff”
- Safety needs
- Facility names - all viewed as branches of RJSLL
- Marketing
- Support of “Friends” organization (maintain relationship)
- Increase citizen awareness
- Outreach to other communities or organizations
- Allocation of shelf space to make more working room for patrons

- Standards of AALL (print or electronic)
- Ways to improve access to forms for litigants
- Access to state of the art equipment
- Funding - maintain adequate funding. Possibly request from the County some assistance.

Web Host:

Nora states that we have cancelled our service with our current web hosting company and are now with another company. There had been too many issues and our service was unavailable due to a possibly being “hacked”.

COSA Presentations:

Trustee, Jim Wilder, discussed the up-coming COSA Presentations for 2017 which will take place in March or April. He asks that if any of the Trustees know of any other organizations that would wish to participate to please let him know.

VII. OLD BUSINESS:

Frustration with Computers:

The computers in the library are not up to par, just recently an attorney walked out due to issues with one of the computers. The computers are very old and run slow making it take more time than it should to search. There is fear that if this keeps happening we will lose a lot of patrons. Nora will review the budget to see if it is possible to purchase updated computers

CLE Seminars:

The CLE Seminars are going very well. The attendance has been bringing the attendance statistics up for the library.

Florida Rural Divorce Workshops:

FRLS continues to have workshops to help litigants. The most recent was a workshop on Divorce. These workshops have evolved to one on one families coming in to take advantage of the workshop. Attorney Steve Messer volunteers his time and most take place in the Law Library.

School Program:

Nora was invited to attend a meeting at SW St Lucie West Centennial High School. The discussion was to see how we can participate as a whole. Nora stated the meeting went very well and they will be conducting another one in the future.

Doors and Cameras:

The library is still having issues with the doors not properly locking this issue needs to be looked at. Also, there are no more resources to put additional cameras in the library to be monitored by security. They unfortunately

have no way of adding to their monitors in central. It was discussed to possible get our own that record, this will be discussed at the next meeting.

Patron Issues:

Trustee, James Walker, brought forth issues that the Law Library is continuously having with patron, Michael Grant. He continues to send negative emails about the Law Library and/or Trustees.

As there were no further topics the meeting was adjourned.

Dated and signed by the following Trustees this ____ day of _____, _____.

Chairman, Charles Schwab

Trustee, James Wilder

Trustee, James Walker, Esquire

Trustee, Johnathan Ferguson

Trustee, Paula Lewis